

PARKS AND RECREATION COMMISSION  
WEDNESDAY, JULY 18, 2012  
SUMMARIZED MINUTES

MEMBERS PRESENT

Denise Burley  
Gregory Kleiner  
John Fall  
Brian Young

MEMBERS ABSENT

Dulcie Ambrose  
Charles Hammersley  
Emily Outhwaite

STAFF PRESENT

Mike Abeyta  
Elizabeth Anderson  
Kathy Drummond  
Shauna Fisher  
Michael O'Connor  
Steve Zimmerman

OTHERS PRESENT

Jerry Nabours, Mayor  
Blake Nabours

1. CALL TO ORDER

Commissioner Young called the meeting to order at 4:00 p.m.

2. ROLL CALL

Commissioners Burley, Kleiner, Fall, and Young were present for roll call. Commissioners Ambrose, Hammersley, and Outhwaite were absent.

3. APPROVAL OF MAY 16 AND 30, 2012 MINUTES

Motion made by Commissioner Kleiner to approve the May 16 and May 30, 2012 minutes as written. Motion seconded by Commissioner Burley. Motion passed with unanimous approval (4 yeas votes).

4. PUBLIC PARTICIPATION

Jerry Nabours, Mayor, stated that a citizen recently contacted him regarding the use of a chemical bait being used at Foxglenn Park for prairie dog control. The citizen stated that she spoke with Steve Zimmerman, Parks Supervisor, who explained that according to State Law posting signs about the use of that particular product wasn't required. Mayor Nabours asked if the City had an official policy regarding posting signs when chemicals are used. Michael O'Connor, Public Works Section Head, stated this was an administrative issue and not policy driven, and he would have staff post the necessary signage to inform the public of the use of the product.

5. ACTION ITEMS

- A. APPROVAL OF AMENDMENTS TO SPECIAL EVENTS PACKET. Shauna Fisher, Aquaplex Manager, highlighted the information presented in the Commission packet. She stated that after lengthy discussion at several Council meetings, staff was asked to enhance some of their current practices regarding notification and feedback. Staff has created a Downtown Minute web link and newsletter. The Downtown Minute will be posted on both the City and Recreation websites and in the kiosks located at City Hall, Heritage Square, both Libraries, and the Aquaplex. Information in the newsletter will be updated monthly and/or will include upcoming events and Council meetings where decisions regarding a particular event will be discussed or action will be taken.

ACTION ITEMS (Cont'd.)

The existing Recreation administrative phone number will be set up so that residents and businesses may register feedback regarding special events. This number will be posted on the Recreation website and in the CityScape publication. Additionally, starting in mid July the City website will feature a "report a concern" button where the public can report issues regarding a particular event. The comments will then be forwarded to the appropriate Department for follow-up.

Deletions from the Special Event Rules and Regulations include removing the section from page 6 under Banner and Signage Guidelines where it states that alcohol banners are restricted to the "Beer Garden" and must face inward to the event area. Corrections include changing City Hall phone numbers as the City has transitioned to a new phone system. Additions include changes to pages 12 and 13 stating:

- The Applicant/Event Organizer must notify merchants and residents affected by the street closure (those residents and merchants located on the route or street closure; within the perimeter of the route or street closure; and those within a one block radius of the street closure).
- All flaggers shall be certified per ARS 28-653-2001 and shall receive and review the City of Flagstaff's Volunteer Flagger Informational Handout.

Commissioner Kleiner noted that the Downtown Minute would be updated every month and the previous e-mail distribution list was only updated two times a year. Elizabeth Anderson, Community Enrichment Services (CES) Director, stated that this item was presented to and approved by the City Council in June. There was an urgency to get the items in place before the summer season began. The changes regarding communication and community outreach is important so that neighbors and businesses get advance notice, including Council agendas. The Deputy City Manager and staff will be meeting with business owners, residents, and representatives from NAU regarding the Homecoming Parade, so we will see if it proves to be as successful a tool as we hoped.

Commissioner Young questioned how the local residents are affected and how the event organizers have done this year in terms of compliance. CES Director Anderson stated that she hasn't received any feedback from staff that compliance has been a problem. She did report that the Pride in the Pines event was the first major event and because of changes made last year regarding decibel levels and monitoring them that the City hasn't received any complaints. Motion made by Commissioner Kleiner to approve the recommended amendments to the Special Events packet. Motion seconded by Commissioner Burley. Motion passed with unanimous approval (4 yeas votes).

6. DISCUSSION/STANDING ITEMS

- A. THORPE PARK DISC GOLF COURSE. Blake Nabours, citizen, and a disc golf enthusiast, introduced himself and stated that Chris Kirby, President of the Flagstaff Disc Golf Club (FDGC) wasn't able to attend the meeting due to a conflict with his work schedule. He reported that disc golf is played much like traditional golf. Instead of a ball and clubs, players use a flying disc. The sport was formalized in the 1970's and is played by completing each hole in the fewest number of throws. He stated that it is felt by Mr. Kirby and local disc golf players that they have outgrown the course at Thorpe Park and they want to offer a partnership to expand and/or reconfigure the layout of the course. He noted that with the existing course, players have to throw across forest roads three different times to complete the game, and which they consider a safety issue.

Mr. Nabours gave a brief overview on a map of the existing course, potential improvements that could be made, as well as placing of baskets. He stated that some of the ideas the FDGA may be suggesting include creating a cloverleaf at the starting point and breaking up the existing 18 hole course to create two 9 hole courses, in addition to creating another 9 hole course. He also suggested parking could be relocated to the softball fields where there is more available parking, as opposed to Joe C. Montoya Community and Senior Center. He reported that FDGC hosts tournaments each year which brings many visitors and economic opportunities to Flagstaff.

Parks Supervisor Zimmerman stated that the City has had a very active partnership with Chris Kirby and the FDGA since approximately 1998 when the first tee baskets were installed at the Thorpe Park course. The City typically purchases supplies and equipment and FDGA members volunteer with labor, as well as keeping the courses cleaned and groomed year round.

CES Director Anderson reported that Flagstaff currently has 4 disc golf courses (Thorpe Park, Northern AZ University, Arizona Snowbowl, and McPherson Park), 2 of which are open year round. The Arizona Snowbowl and McPherson Park courses are closed in the winter months for environmental and safety reasons. There are 2 other courses, identified as object courses, one on Lake Mary Rd. and the other near Olds Munds Highway. She also reminded the Commissioners that the new Parks and Recreation Master Plan is in the process of being reviewed and if these needs are identified, they should be reflected in the plan as such.

Commissioner Kleiner asked how much impact disc golf has on an area environmentally and how many courses does Flagstaff really need with 6 already identified. Mr. Nabors reported that the goal is to design courses to have minimal impact on the environment, without removing or cutting down any trees. He feels that there can't be too many disc golf courses, as it is a free entertaining game for all ages. Commissioner Young stated that the reason to have 3 courses together would be for tournament use. He likes the appeal of a cloverleaf start area and moving the parking to the softball fields.

DISCUSSION/STANDING ITEMS (Cont'd.)

Commissioner Burley stated she would like to have a better understanding of all the costs associated with modifying and/or expanding the existing course. Parks Supervisor Zimmerman asked Mr. Nabours to ask Mr. Kirby to submit a plan with drawings, a detailed scope of work, and identify what specific tasks the club would be willing to complete, as well as what is expected of the City before August 8. Public Works Section Head O'Connor stated that with the timing of this project may coincide some other projects in the area, specifically the pipeline installation. Mr. Abeyta asked Mr. Nabours if the FDGC has experienced any issues at the McPherson disc golf course. Mr. Nabours stated that he isn't aware of any issues or problems experienced at that course.

- B. MASTER PLAN UPDATE. CES Director Anderson stated that the City Council is currently on summer recess and this item would be presented to them in early fall. Staff has been directed to present the plan to the current Council chapter by chapter as they aren't as familiar with the topic as the previous Council. She stated there was also a misunderstanding about the BBB transfers and how they are transferred for FUTS acquisition, so we have to clear that up as well. She feels that after the plan is presented to Council that they will be able to understand the importance of the document as a tool for the future of Parks and Recreation. She reported that Chair Hammersley would be present for each of those Council presentations, so he would be making verbal reports to the Commission for the next few months.
- C. BUSHMASTER PARK COMMUNITY GARDEN AND SAFETY ISSUES. Parks Supervisor Zimmerman reported that the City's working group recently met with representatives from North Country Health Center (NCHC). They have hired an Anthropologist from NAU who is completing lifestyle and health issue assessments in the Bushmaster Park neighborhoods. They will also be assessing Bushmaster Park and the design of it, including which activities citizens are engaged in and ways to engage local kids in park activities. They are hoping citizen input will help to identify changes that could be made and will be making recommendations to the Commission in the future.

He reported that there has actually been a reduction in crime in the last 2 to 3 months because of increased patrol by the Block Watch Group, the Housing Authority, and the Police Department. During daylight hours the Housing Authority Maintenance staff is able to make reports directly to the Police Department and the Block Watch group has a website where they document their patrols and observations to identify individuals who shouldn't be in the park.

CES Director Anderson asked Parks Supervisor Zimmerman if anyone was able to recognize any gang activity. He stated that he hasn't heard anything about that, but he did note that tonight's Commission meeting was posted on the Block Watch's website. CES Director Anderson asked if Parks Supervisor Zimmerman would invite a representative from the neighborhood Block Watch to come to the August meeting to report on their activities. Public Works Section Head O'Connor stated that the working group is hoping to have identified all the park needs by September and Parks Supervisor Zimmerman stated he hopes to have NCHC's final assessment report by September as well.

DISCUSSION/STANDING ITEMS (Cont'd.)

- D. INDOOR TENNIS UPDATE. CES Director Anderson stated that at a previous Commission meeting she reported that all discussions with NAU regarding an indoor tennis court option for the community were discontinued as they weren't interested in a partnership. She recently received information that they have inquired about resuming those talks and she will be scheduling a meeting with NAU staff to talk about potential partnerships and leveraging resources. Commissioner Kleiner reported that NAU has a new Athletic Director and perhaps changes may have come about because of that. When he spoke to Lisa Campos, an NAU Tennis Coach, she stated that the tennis coaches weren't aware of any potential partnerships with the City.
- E. SNOW PLAY UPDATE. CES Director Anderson reported that the previous evening City Council rejected a proposal to accept a lease agreement with lights for the Snow Play area. Mayor Nabours reported that the draft lease agreement didn't specifically identify lighting, but the proposers asked to amend the agreement with lighting as a consideration. CES Director Anderson reported it would be up to the proposers to decide if they want to continue without lights. She stated that there was a lot of community input with the majority against lighting and/or the snow play area at McMillan Mesa, including Dark Skies Coalition and Friends of Flagstaff's Future. Lowell Observatory was neutral and the Chamber of Commerce supported the concept. There wasn't any public input from parents and children, which may occur at the next meeting on September 4.

Commissioner Kleiner stated that although the Parks and Recreation Commission hasn't made a formal recommendation to Council regarding the Snow Play area, they have discussed the issue at length, as it has been a standing item on their agenda since January 2009. CES Director Anderson stated that although this Commission supports a snow play area and has talked a lot about this topic they haven't ever identified a specific location. She noted that the future standard of operation will be to receive a formal Commission recommendation before anything goes to Council for their approval. She suggested that the proposers may want to make a presentation to the Parks and Recreation Commission before they go to Council again. Public Works Section Head O'Connor suggested that they may want to make another presentation to the Planning and Zoning Commission as well.

Commissioner Burley asked if the individuals and groups opposing the snow play area have offered other recommendations or solutions to Council for consideration. CES Director Anderson stated their suggestions are to let kids sled where there is a hill. She reported that the Northern AZ Winter Recreation Task Force has identified a need for a snow play area and spent a lot of time exploring sites. She stated that a lease agreement may be approved this year, but the operation of a snow play area wouldn't be happening this winter season. Mayor Nabours stated he would ask the proposers to make a presentation at the August meeting.

DISCUSSION/STANDING ITEMS (Cont'd.)

- F. BOYS AND GIRLS CLUB OF FLAGSTAFF UPDATE. CES Director Anderson stated the lease is in effect and the Boys and Girls Club of Flagstaff will be opening their doors on July 23. They will be having an abbreviated summer program, and will be open Monday through Friday from 10:00 a.m. to 5:00 p.m. They are currently in the process of doing a registration blitz for the surrounding neighborhood, in which they aren't able to charge a membership fee to Brannen Home residents, in accordance with the lease agreement. They are scheduled to have an August grand opening with ribbon cutting ceremonies that Commissioners will be invited to attend. They are still in a large fund raising effort, and recently received a \$25,000 contribution from the National Boys and Girls Organization and several others from local banks and the Fiesta Bowl.

7. REPORTS

- A. OPEN SPACES COMMISSION UPDATE. Commissioner Fall stated that he didn't have anything new to report as the Open Spaces Commission didn't meet last month.
- B. MONTHLY HIGHLIGHTS OF PARKS AND RECREATION. Parks Manager Zimmerman reported that all fire restrictions have been lifted for City parks, and that the BBQ grills are currently being re-installed. Mike Abeyta, Senior Recreation Coordinator, at Jay Lively Activity Center reported that the Touch a Truck event was held on July 14. It was felt that participation was low because it rained during the event. There were approximately 250 participants with 150 plastic construction hats handed out to the children for participating in the event. There were 14 pieces of heavy duty equipment on display, as well as the Library's Book Mobile. The helicopter was not able to land because of the weather and all activities at the event were free to the public.

Senior Recreation Coordinator Abeyta distributed flyers on upcoming events and highlighted each of them. He reported that July is National Parks and Recreation Month and each of the Recreation Centers and program areas are providing free programs to the community throughout the month. Community Enrichment Services Director Anderson thanked Mayor Nabours for reading the Proclamation at the July 4 concert. She reported that some of the free activities offered this month are ice skating, the Concert in the Park series, and ice cream socials.

Senior Recreation Coordinator Abeyta reported that Athletics will be offering a new program this winter, the Flagstaff Coed Hockey League (FCHL), formerly known as "Train Wreck." The City will be taking the program over from a private non-profit group who has a well established program. Program costs will include officials as well as 15 competitive games for the cost of \$175 per player. An equipment program will also be offered where players can rent equipment for the season rather than buying it outright. Commissioner Kleiner asked about participant's ages and the season dates, as they were missing from the flyer.

8. INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF

Mayor Nabours asked if the Parks and Recreation Commission had input regarding the proposed fee increases at Jay Lively Activity Center. CES Director Anderson stated that the Commission made a recommendation to City Council to approve the fees at their May 16 meeting. She reported that the Council is due to revisit the issue at their September 4 meeting. Commissioner Kleiner stated that when the Commission approved the fee increases it was felt that the increases for hockey and skating were proportional to all other recreation uses.

CES Director Anderson and Aquaplex Manager Fisher reported on the upcoming Aquaplex closure. Since the Aquaplex has been open to the public there has been an annual cleaning and maintenance closure in order to address deep cleaning and repairs associated with the heavy use of the facility throughout the year, as well as any upgrades/improvements necessary for more efficient operations.

This year, the facility will be closed from August 15-28. The reasons for this extended closure period is detailed below:

- A new coating was applied to the locker room and cabana floors in August 2011. Within four (4) weeks after installation this product began to show signs of failure, with the coating bubbling up and peeling. Dirt was also getting under the coating and was unable to be cleaned. The product has a five (5) year warranty so staff met with the vendor, AZ Industrial, to discuss options. After multiple product tests and failures, a full scale test was done on one of the cabanas with a new product, producing an effective coating. Minimal costs will be associated with the upgraded product, with color options and more significant textures available.
- The heat exchangers have been leaking steadily and repaired over the past three years, they will be retrofitted with copper piping to eliminate the potential for leaks.
- The muriatic acid injection lines for the pool are located directly above the entrance to the pump room, creating significant safety risks when entering. These lines will be moved and located over the "pit" to prevent the risk of leaks.
- The current dehumidifier system for the pool is mounted about 12 feet from the pool deck on the west facing wall of the aquatics area. These systems are intended to be at pool level to draw the humidity and chloramines from the surface of the pool. The design was changed as a result of space issues during construction. In an effort to decrease the humidity and increase the air quality, the south de-humidifier system will undergo a retro-fit. A line will be tapped into the existing structure and new duct work will be run along the west wall and down the SW corner near the cubbies. The air will then be pulled from ground level near the lap pool.

INFORMATIONAL ITEMS TO AND FROM COMMISSIONERS AND STAFF (Cont'd.)

Staff has historically selected a time for the annual cleaning when a lower participation period was expected, which is typically right after Flagstaff Unified School District has resumed classes in the fall. This time also has the least impact programmatically, since it will be between seasons and allows us to be fully operational throughout the holiday season. The floor product application is one of the driving forces for an extended closure this year. Prep work will take three to five (3-5) days, application will take up to two (2) days, followed by a seven (7) day curing period. During the two (2) day application, staff members cannot be in the facility due to health and safety concerns for VOC content. VOC content is lower than the last product, but a large scale application may increase the fumes.

In order to notify the community of this closure, Public Service Announcements will be released with the closure dates, all social media will be utilized (Facebook and Twitter), and notification will be on the City's website. Large posters and flyers will be displayed at the Aquaplex and other centers, as well as City Hall. An updated version of the Project Tracking Timeline will be posted on the Aquaplex exterior daily, so progress can be followed by the public. All work will be completed by City Facilities Maintenance staff, Recreation staff, and local contractors. Costs are estimated at \$5,000 to \$7,000, which will come from the Aquaplex FY13 operating budget.

To help accommodate patrons during this closure, all Aquaplex members will have their memberships extended by two (2) weeks and will have free use of Joe C. Montoya's and Flagstaff Recreation Center's weight room and cardio equipment during the closure. A Grand Re-Opening will be on Wednesday, September 2 (4 year anniversary). Activities will include the opportunity for participants to draw for discounted annual memberships. We also plan to host free daily admissions all day, in order to introduce the community to the newly improved Aquaplex and celebrate its anniversary.

9. AGENDA ITEMS FOR THE AUGUST 15, 2012 MEETING

- Thorpe Park Disc Golf Redesign Proposal
- Snow Play Update
- Regional Plan Update

10. ADJOURNMENT

The meeting adjourned at 5:44 p.m.